

## FEDERAL M&V SUMMIT - NOVEMBER 5 - 7, KANSAS CITY, Facilitator - Wilson Reynolds

Agenda Item	Start time	End Time	Day	Time Allocated (hours)	Audience	Topic	Lead Person
1	1:30 PM	2:00 PM	Tuesday Afternoon	0.50	FED & ESCO	Objective of the meeting, Introductions.	Wilson Reynolds
2	2:00 PM	3:00 PM	Tuesday Afternoon	1.00	FED & ESCO	Follow-up discussion on topics covered on November 4 <sup>th</sup> and 5 <sup>th</sup> in Feds-only meeting. Review items that require ESCOs attention: government witnessing of measurements; impact of M&V on interest rates	Dale Sartor
				0.50	FED & ESCO	<b>Break</b>	
3	3:30 PM	5:00 PM	Tuesday Afternoon	1.50	FED & ESCO	Assessing M&V training needs of federal agencies and ESCOs. Short presentation reviewing available M&V training mechanisms followed by an open discussion. Compare the M&V training needs of agencies and ESCOs to M&V training providers. How to collaborate to meet these needs?	Mark Stetz
						<b>Adjourn</b>	
	5:30 PM	7:00 PM	Tuesday Evening	1.50	FED & ESCO	Reception	
4	8:30 AM	10:00 AM	Wednesday Morning	1.50	FED & ESCO	Commissioning Session (Topics to be covered: What does Cx mean in the context of ESPC, Standardize definitions, Clarify the relationship between Cx report, Post-installation verification report, M&V plan, Annual M&V reconciliation report)	Steve Dunnivant & Doug Dahle
				0.50	FED & ESCO	<b>Break</b>	
5	10:30 AM	12:00 PM	Wednesday Morning	1.50	FED & ESCO	M&V tool sharing across federal agencies:	
						Overview of ongoing activities/tools - M&V Planning tool; Retro-Cx marketing piece; etc. Army's M&V checklist, M&V cost-estimation tool; Detailed topics: <b>Air Force 18 standardized M&amp;V plans, Responsibility matrix applied example</b>	Quinn Hart & Steve Dunnivant, John Johnson
	12:00 PM	1:00 PM		1.00		<b>Lunch</b>	
6	1:00 PM	2:30 PM	Wednesday Afternoon	1.50	FED & ESCO	M&V Standardization across ESPC – Is it useful and feasible? Is it possible to standardize even if different programs use different protocols? What to standardize – M&V plan, Annual M&V Report, etc.?	Lia Webster and Doug Dahle
				0.50	FED & ESCO	<b>Break</b>	
7	3:00 PM	5:00 PM	Wednesday Afternoon	2.00	FED & ESCO	Discussion on O&M and R/R: documentation of savings; role of O&M / R&R in savings verification	Mark Stetz
	5:30 PM	6:30 PM	Wednesday Afternoon	1.00	FED & ESCO	Retro-Cx working group meeting	
						<b>Adjourn</b>	
8	8:30 AM	9:30 AM	Thursday Morning	1.00	FED & ESCO	M&V as a risk management/uncertainty reduction tool. Discussion on M&V Cost, Risk/Responsibility Matrix, quantification of uncertainty in energy savings estimates	Satish Kumar
9	9:30 AM	10:30 AM	Thursday Morning	1.00	FED & ESCO	M&V collaboration across federal agencies	Wilson Reynolds
				0.50	FED & ESCO	<b>Break</b>	
10	11:00 AM	11:30 AM	Thursday Morning	0.50	FED & ESCO	Action items, Identify dates for next M&V Summit	Satish Kumar
11	11:30 AM	12:00 PM	Thursday Morning	0.50	FED & ESCO	Discuss afternoon meeting logistics; Prioritize action items, identify topics for DOD-DOE ESPC Steering Committee to discuss; Next steps	Dale Sartor
				1.50	FED & ESCO	<b>Lunch Break / Adjourn</b>	
12	1:30 PM	4:00 PM	Thursday Afternoon	2.50	FED & ESCO	Select working group meetings - currently planned and TBD	
						Cx working group meeting	